

**SUMMARY OF THE
PROGRAM POLICY AND STRUCTURE COMMITTEE MEETING
AUGUST 9, 2000**

The Program Policy and Structure Committee of the National Environmental Laboratory Accreditation Conference (NELAC) met by teleconference Wednesday, August 9, 2000, from 10 a.m. until 11:30 a.m. Eastern Daylight Time (EDT). The meeting was led by its chair, Dr. Kenneth Jackson of the New York State Department of Health. A list of action items is given in Attachment A. A list of participants is given in Attachment B. *The purpose of the meeting was to begin discussing strategies for grouping methods for assessment purposes.*

Approval of Minutes

The minutes of the committee's previous meeting, July 26, were discussed and approved as amended.

GROUPING OF COMPARABLE METHODS

The committee's task is to find ways to simplify the current fields of testing, for assessment purposes, in a manner that supports NELAC reciprocity. Dr. Jackson opened the discussion by noting the initial homework received and distributed to the committee, as indicated below:

Program	Organic	Inorganic	Bacteriology
SDWA		Ken Jackson	
CWA	Tom McAninch	Elaine Sorbet	Elaine Sorbet
RCRA	Ann Rosecrance	Arthur Burton	na
CAA	Ken Jackson		na

He then initiated discussion using the SDWA/Inorganic list, beginning with methods for silver (Ag) analysis. Following detailed discussion of several of the analytes and methods of analysis, and the significant differences in the chemistry and detection principles involved, there was a consensus that:

methods can only be grouped that use the same

- **chemistry, and**
- **detection method.**

As an example, methods that are simply automated versions of manual methods, using the same chemistry, reagents and detection system can be classed as the "same method." With this tentative approach, discussion continued through completion of this list.

Discussion concluded due to expiration of time for the teleconference.

Next Meeting

Dr. Jackson adjourned the Teleconference at 11:30 a.m. The Committee will meet again on August 23, 2000.

**ACTION ITEMS
PROGRAM POLICY AND STRUCTURE COMMITTEE MEETING
AUGUST 9, 2000**

Item No.	Action	Date to be Completed
1.	Dr. Jackson will revise the SDWA/Inorganics list, grouping methods using the “same chemistry, same detection” approach.	August 21, 2000
2.	Dr. Miller will forward method 300.1 to Dr. Jackson	ASAP
3.	Committee members will revise their method lists, as necessary, to include all methods offered by the 11 NELAP Accrediting Authorities	August 21, 2000

**PARTICIPANTS
PROGRAM POLICY AND STRUCTURE COMMITTEE MEETING
AUGUST 9, 2000**

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